



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

September 23, 2025

2:00 pm – 4:00 pm

Members Present: P. Westerholm; L. Goddard; A. Christianson-Galina; D. Moore; J. Thomas

Members Absent: CM B. Allen; M. Carmen-Jackson

Staff Present: A. Hubbard (Planning Dept – Housing Director); C. Middlebrooks (Planning Dept – Housing Division); J. Dean (Planning Dept – Housing Division); E. Jeter (Planning Department); M. Amos (Metro Legal); K. Woodard (Metro Legal)

1) Welcome

Westerholm began the meeting at 2:00 p.m.

Chair Westerholm introduced two new members to the Metropolitan Housing Trust Fund Commission: Lizzie Goddard and Councilmember Burkley Allen.

2) Approval of the Minutes

Westerholm called for approval of the August 26th minutes.

Vote: Christianson-Galina motioned to approve. Thomas seconded. Passed unanimously.

3) Public Comment (those wishing to speak must sign in at the beginning of the meeting)

There were seven public commenters total who spoke on a range of topics including progress on Barnes Fund projects, the need for clearer affordability covenant processes, and the importance of preserving existing housing. They emphasized the ongoing shortage of deeply affordable housing and encouraged the Commission to act with urgency. Suggestions were also made to expand community feedback opportunities beyond the two-minute limit. Commenters expressed appreciation for the Commission's work and offered a warm welcome to new commissioners Lizzie Goddard and Councilmember Berkeley Allen

4) Financial Update and Legislation

a) Financial Update

(1) August 2025 Budget to Actuals

Director Hubbard presented the August 2025 financials.

With no questions or comments from the Commission, Chair Westerholm proceeded to the next agenda item.

5) Items for Vote

Grant Contract Amendments

(1) Project Return, Round 10, Contract Extension and Budget Reduction

Christianson-Galina motioned to approve. Moore seconded. Passed unanimously.

(2) Park Center, Round 10, Contract Extension and Address Change

Moore motioned to approve. Goddard seconded. Passed unanimously.

(3) Be a Helping Hand Foundation, Round 10, Contract Extension

Christianson-Galina motioned to approve. Moore seconded. Passed unanimously.

(4) Be a Helping Hand, Round 10, Contract Extension

Christianson-Galina motioned to approve. Thomas seconded. Passed unanimously.

(5) New Level Community Development Corporation, Round 10, Contract Extension

Christianson-Galina motioned to approve. Thomas seconded. Passed unanimously.

(7) Items for Discussion

a) Office of Financial Accountability (OFA) Review

(1) Project Return

(2) Crossbridge

Director Hubbard provided an overview of the Office of Financial Accountability's recent reviews of Barnes Fund grantees. She explained that Project Return was required to repay funds after an ineligible expense was identified but has since submitted an acceptable corrective action plan. Crossbridge's review showed no issues, and Thistle Farms' review is still underway with results expected at the next meeting. She also noted that the Housing Division has already taken steps to strengthen oversight, including new draw request forms, additional compliance staffing, and development of a grants management system.

(8) Announcements

a) November/December Meeting Date

(1) December 28, 2025, at 2 PM

(2) Inglewood Library Public Meeting Room, 4312 Gallatin Pike, Nashville

b) September Work Session

(1) August Work Session Recap

(2) Unified Housing Strategy Recommendations Related to the Barnes Fund

(9) Adjourn

Chair Westerholm adjourned the meeting at 2:46 p.m. A 10-minute recess was given whereafter Commissioners then transitioned to the September work session. No formal actions were taken during the work session.

YouTube: [09/23/25 Metropolitan Housing Trust Fund Commission](#)